

**COMMUNITY CENTER ADVISORY BOARD**

March 5, 2009

**In Attendance:** Bob Adams, Chm                      Bob Newlun                      Chris Friend  
Jason Thompson  
Ed Fairbrother, Liaison                      Marcia Hudock, Liaison  
Judy Kadlec  
Sue Brinthaupt

**December Minutes 2008:** Motion to approve-Bob Newlun; second-Jason Thompson.  
Approved.

**Financial Report:** Discussion pertaining to December 2008 report.  
Income/Expense Report for January and February 2009 distributed.

**Director's Report:** December-February on file.

- Farmer's Market—discussion as to how this involves the CC and its staff.  
How does it impact the CC-how much of staff's time is spent on Farmer's Market  
What are the CC Director's responsibilities in relation to Farmer's Market?  
This is a town event/not a CC event—who from the town is a liaison—is the part time director being tapped for an extra part time position (in addition to CC part time director?)

**Fundraising:**

- Town policy states that any funds raised will be used in the town and in the town park.
- CC policy states there must be a 501C(3) on file and all funds must stay within the town.
- Enforcement of the fund raising policy is being reviewed and will be addressed with the CC Director by Ed Fairbrother and Mary Ann Balland.
- Clarification of phrase "within the town" will be discussed with the Town Attorney.
- Town sponsored function—Town Board's responsibility; CC function—Director's responsibility.

Sue Brinthaupt, Secretary

## **COMMUNITY CENTER ADVISORY BOARD**

**June 4, 2009**

In Attendance: Jason Thompson Joe Piersimoni  
Chris Friend  
Katie McCann Larissa Wagner Teen Representatives  
Judy Zimmerman, Director  
Sue Brinthaupt  
Ed Fairbrother Town Board Liaison

Meeting called to order by Jason Thompson, Acting Chair

March Minutes: Approval tabled until next meeting

Director's Report: on file

In addition: Gutters have been added above outside kitchen door.  
Unisex bathroom has been repaired.  
Closet door in back of Great Room has been realigned.  
Farmer's Market; 1) the Town Board approved "no extra insurance is required by vendors for other than restaurant vendors"; 2) the CC Director's involvement will be negligible this year.  
Ed Fairbrother once again expressed gratitude for Director's efforts in beautifying the Community Center grounds.

Discussions:

Advertising

- Suggestion was made that a "take away piece" be available at the Fall Festival and for distribution to the public. The Director will be responsible for the planning of the project.
- Some advertising of activities is already being done through the Monthly Activity page, the New Big Flats Times and the web site.

What direction is the Community Center taking—Long Range Planning—staff will be needed for large projects.

Next meeting: September 3, 2009

Sue Brinthaupt, Secretary

**COMMUNITY CENTER ADVISORY BOARD**

September 10, 2009

In attendance: Bob Adams, Chm.      Jason Thompson      Bob Newlun  
Chris Friend  
Larissa Wagner      Katie McCann  
Sue Brinthaup, Sec.

Meeting called to order by Chairman Bob Adams.

**March Minutes** (tabled at last meeting)—

Motion to approve Jason Thompson; second Bob Newlun.      Approved.

**Note: There has been no response to questions raised at the March meeting in regard to fund raising.**

**June Minutes**—motion to approve Chris Friend; second Jason Thompson.      Approved.

**Note: There has been no response to concern regarding Director's attention to operation of Farmer's Market; calendaring issue; "take away piece" for Fall Festival; and long range planning.**

**General Question:** Who oversees the physical plant problems/inspects the building/signs off when construction of buildings is completed.

**Resignation:** Received verbal resignation of Bob Adams effective December 2009.

**Concerns:** Meeting quarterly makes one feel out of touch with the Community Center.

Does the Community Center require a Board—there are still questions as to what this board does or can do....

Suggestion – in the future have quarterly meetings with the Town Board and more frequent meetings for Community Center Board (Committee).

Sue Brinthaup, Secretary

## **COMMUNITY CENTER ADVISORY BOARD**

December 3, 2009

In Attendance:            Bob Adams, Chair            Bob Newlun            Joe Piersimoni  
                                 Jason Thompson  
                                 Katie McCann            Larissa Wagner  
                                 Judy Zimmerman        Judy Kadlec  
                                 Sue Brinhaupt  
                                 Guest: Teresa Dean

### **September Minutes:**

- Question regarding Director's time spent on Farmer's Market for past several years. As this is not a Community Center program-no need for it to be reported in monthly reports. This year there was a new co-coordinator for Farmer's Market and she took complete control, therefore no further discussion regarding Director's time spent on the market
- Bob Adams resignation was not acted upon by Town Board and has been withdrawn.
- Calendar scheduling issue has been reviewed by CC staff and they feel the current plan is the most effective.
- Motion to approve – Jason Thompson; second-Joe Pierimoni. Approved.
- Director has prepared a brochure and a magnet for advertisement for Community Center (they were handed out at the Fall Festival and are available in the lobby of the CC).

### **Financial Report:** on file

- Members continue to question inconsistency of NYSEG bills—can usage for just CC be measured? Suggested that Larry Wagner be invited to the March meeting to explain the billing for the complex.
- Noted that several categories are under budget for 2009. Question as to whether adjustments were made for 2010 budget?

### **Director's Report:** on file

- September, October and November reports were read and discussed.

### **Members for 2010:**

- Chris Friend's term is up this year and he has indicated he is no longer interested in continuing.
- Joe Piersimoni will continue through 2011.
- Bob Newlun's term is an annual appointment-2010

Adjourned

Sue Brinhaupt, Secretary